

**CSM BASIC SKILLS INITIATIVE COMMITTEE    Aug. 26, 2013    2:30-3:35 pm    18-207**  
**meeting notes (Sept. 3 draft)**

**Members Present**    Co-chairs: James Carranza, Henry Villareal  
                                  Juanita Alunan    Lloyd Davis (note-taker)    Harry Nishanian  
                                  Jamie Marron    Brandon Smith    Ruth Turner  
**Others attending**    Jeramy Wallace    BSI Professional Enrichment Coordinator  
                                  Ron Andrade    Learning Center Coordinator  
                                  Krystal Romero    Director of Student Support Services

**SUMMARY**

- Ron Andrade and Jeramy Wallace gave updates on the Learning Center's Pathway to College summer bridge project and Reading Apprenticeship, respectively.
- Dr. Daniel E. Walker of USC will be a Forum for Academic Excellence speaker 11/24.
- Henry Villareal gave an update on this year's BSI budget.
- James Carranza reviewed our long-term goals and action plan from last year, and asked that we work on updating them and developing next year's action plan.
- James introduced Katie Bliss's Project Change, to transition students from the juvenile justice system to CSM.
- A conference for high school counselors will be held at CSM 9/18.

Before the meeting, James reviewed a memo from Barbara Illowsky, state Chancellor's Office lead on BSI and ESL, stating that BSI funds can be used for professional development for faculty teaching transfer level courses which have developmental students, and for supporting students in pre-transfer level courses. James suggested we support non-transfer, non- basic skills courses only if doing so doesn't take away from basic skills courses.

**CALL TO ORDER**    James called the meeting to order at 2:35 pm. Minutes by Jeramy Wallace of the April 22, 2013 meeting were approved with minor corrections.

**PROJECT UPDATES**

Ron Andrade gave an update on **Learning Center** summer activities, with a comprehensive report to follow at our next meeting. Summer Bridge was rebranded as Pathway to College, with the S.M.A.R.T. peer mentoring program scaffolded onto it. 35 students applied for Pathway. 30 enrolled and 29 finished. More outreach is needed to high school students and counselors.

Cheryl Gregory gave math instruction every morning, and worked with the five LC math tutors on online Aleks work, which enables students to identify and focus on their areas of weakness. At the end of the two weeks all but three students retook the math placement. All did better. 15 placed at least one level higher, six of those two levels higher.

Autumn Newman taught reading and writing strategies at the 838 level for 90 minutes on each of four afternoons. All 13 students who retook their English placement tests placed higher. One went from 'see a counselor' to 838.

Cañada offers a workshop on how to take the placement test. Participants take the test three times in a row. Knowing what is on the test helps, but sample tests available on line do not resemble the real test. Pathway emphasized that tests matter, and the benefits of placing higher.

Each Pathway student was paired with one of the seven S.M.A.R.T. peer mentors, about four students per mentor. Those relationships continue this fall. Mentors check in with their students twice a month about how they are doing, often in the LC. The mentors completed their CRLA certified training, starting in spring and finishing in August. Learning Center personnel Jen Mendoza, Pepper Powell and Ron Andrade submitted a conference presentation proposal on the program, and are considering peer mentors for international students and ESL students. Ron will participate in the Sept. 18 conference at CSM for high school counselors.

In the summer program, everyone got a mentor. We can expand and scale up, but how much and at what cost? Mike Claire would like a safety net for all 1200 new students. At four students per mentor, that would mean 300 mentors. How do you prioritize and structure the service? We could initially target at-risk students. Henry said we want to attract C or below students who haven't thought about college. Some mentors say they would have done it without pay, so perhaps in the future kudos for being a mentor might be enough.

Jeremy Wallace spoke on SoTL's **Reading Apprenticeship**. This month's flex RA workshop attracted 35 people, 14 of them faculty new to RA.. There are now 5 RA Faculty Inquiry Groups (FIGs) with two others likely in a month or two. This semester English will join Math/Science and Reading in having established RA activities. Jeremy will post a list of FIG meeting times. He said some of the coolest presentations have been from Math/Science FIGs. On Sept 13 there will be an RA mixer featuring Math/Science, Social Science/Creative Arts, and Counseling FIGs. Jen and Pepper as RA leaders for student tutors are their own FIG.

Over the summer, Tania Beliz, Chris Smith and Henry went to the BSI leadership institute. Catherine Ciesla and John Dao went to the WestEd Reading Apprenticeship STEM institute. Kathy Diamond and Charlene Frontiera attended the RA Leadership Institute. Theresa Martin, Jen Mendoza and others also attended RA events.

We have six confirmed sign-ups to RA 101. The \$500 classes are free with available scholarships. Sept. 8 is the deadline to sign up for the Sept. 23 class. Another will be held in spring. All reading teachers have taken online training. Lena Feinman, Autumn Newman and Catherine Ciesla will invite CSM's four new hires.

Dr. Daniel E. Walker of the Center for Religion and Civic Culture at the University of Southern California will speak and visit here Thursday 11/24, 11-1, as part of the President's Forum for Academic Excellence. His identity video is at <http://www.youtube.com/watch?v=NesE2KvP5FU> He will also talk with senior administration about UMOJA. Possible future speakers include Sylvia Hurtado and Laura Rendon.

**BUDGET UPDATE** (Henry Villareal) Henry reported we have an ongoing funding stream of \$90,000/yr. We are now using funds from three different funding years. From 11-12, for the second year we are paying half of Ron Andrade's salary (half is \$45K including benefits.) Starting next year CSM pays it all. Funds from 12-13, support RA and professional development and LC activities. We have allocated about \$30K of this year's (13-14) funding, so some

funding is available for new initiatives coming through the proposal process. Henry will give us a breakdown.

After this year we will be on the regular funding cycle. We are making strides with RA and professional development. We are supporting good, unique initiatives. MathBoost didn't work but is being reformatted. We hope SI and RA will be institutionalized after a year or two.

Student Success Task Force recommendations come with \$40m funding statewide. Some goes to the Registrar's Office and Counseling. The state chancellor's office takes 20% off the top for statewide initiatives. A lot goes toward matriculation. CSM should see some, not a lot. BSI is categorically funded. During the funding crises, DSPS and EOPS were slashed, but BSI was not.

**REVIEW GOALS AND ACTION PLANS** (James Carranza) James is asking for updates by mid-September on student success projects BSI supports or might support, including SI, the new Math 811, RA, and a project to enhance English. We need more intensive reporting on action plan activities, including participation and success statistics. We achieved a big goal last year by getting two professional development coordinators. James distributed copies of instructions for the year-end allocation report and for the allocation goals action plan and expenditure plan.

We revised our long-term (five year) goals last year: First, improve student success. Students in success initiatives should outperform other students, though improvement will vary among activities. Second, increase faculty enrichment opportunities. We want to see a 40% increase in participation in 5 years, as we add and coordinate programs and focus them on student success.

By our third meeting, we should develop an action plan for next year and update this year's. Study last year's, build on what we have been doing, and address the questions on the instruction sheet. Our BSI funding is used in a variety of ways, and senior administration supports us.

**PROJECT CHANGE** would provide mentoring (initially by English faculty) and other support for first-time community college students caught up in the juvenile justice system, starting in Fall 2014. Katie Bliss is working on a BSI proposal for the project. She has been working with the local non-profit Each One Reach One and with Gateway Community School.

**ADDITIONAL ITEMS** The committee thanked Math/Science Dean Charlene Frontiera for her support, energy, and advocacy of Reading Apprenticeship. Charlene took four days of RA training last summer, making arrangements (including food), and attending every FIG meeting. At Jamie Marron's suggestion the committee recognized the impressive dedication of Charlene and other participants, in particular the biology teachers.

Krystal Romero asked for things we need counselors to be aware of for the 9/18 conference. The next meeting will be Monday, Sept. 23, 2013